
SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
ADMINISTRATION COMMITTEE

November 2, 2006

MINUTES

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE ADMINISTRATION COMMITTEE. AUDIO CASSETTE TAPE OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN SCAG'S OFFICE.

The Administration Committee held its meeting at SCAG Offices, Downtown, Los Angeles, CA. The meeting was called to order by Toni Young, Chair, Port Hueneme. There was a quorum.

Members Present

Aldinger, Jim	City of Manhattan Beach
Baldwin, Harry	City of San Gabriel
Bowlen, Paul	City of Cerritos
Burke, Yvonne	County of Los Angeles
Clark, Margaret	City of Rosemead
Edney, Jon	City of El Centro
Lowenthal, Bonnie	City of Long Beach
Loveridge, Ronald	City of Riverside
Masiel, Andrew	Pechanga Band of Luiseno Mission Indians
Nowatka, Paul	City of Torrance
O'Connor, Pam	City of Santa Monica
Ovitt, Gary	County of San Bernardino
Parks, Bernard	City of Los Angeles
Pettis, Greg	City of Cathedral City
Roberts, Ron	City of Temecula
Washburn, Dennis (Vice Chair)	City of Calabasas
Young, Toni (Chair)	City of Port Hueneme

Members Not Present

Becerra, Glenn	City of Simi Valley
Dixon, Richard	City of Lake Forest

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1.0 CALL TO ORDER & PLEDGE OF ALLEGIENCE

Hon. Toni Young, Chair, Port Hueneme, called the meeting to order at 9:10 a.m.

2.0 PUBLIC COMMENT PERIOD

Item 5.2: Corrie Kates, City of Indian Wells, emphasized a strong need for incentive programs to provide affordable housing.

3.0 REVIEW and PRIORITIZE AGENDA ITEMS

Item 4.1.2 pulled for discussion.

4.0 CONSENT CALENDAR

4.1 Approval Item

4.1.1 Minutes of October 5, 2006

4.1.2 Caltrans Transportation Planning Grant Applications

4.1.3 Resolution #06-480-1 for Application for Blueprint Planning Grant Funds

4.1.4 Memorandum of Understanding (MOU) Regarding the Large Urbanized Area Grant Funds

4.1.5 Contracts over \$250, 000

A Motion was made by Clark to Approve the Consent Calendar. Motion was, Seconded by Nowatka and unanimously approved by the Committee.

4.2 Receive and File

4.2.1 Purchase Orders/Contracts \$5000 to \$250,000

4.2.2 2007 Meeting Calendar for the Administration & Policy Committees and the Regional Council

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5.0 ACTION ITEMS

5.1 Funding Support for the California Regional Progress Report

Ping Chang, SCAG Staff, informed the Committee of a joint effort by Caltrans and other California MPOs to develop a region-based statewide indicators report that would include regional, inter-regional, and statewide perspectives on progress; emphasizing support of the Regional Blueprint Planning Program. The results of the report would be shared with state, regional, and local decision makers and used to determine possible state policies and initiatives.

A motion was made by Washburn to Approve this item. The motion was, Seconded by Bowlen, and unanimously approved by the Committee.

5.2 Draft Delegation Agreement re: Regional Housing Needs Assessment (RHNA)

Joanne Africa, Deputy Legal Counsel, provided the Committee with an update on the Draft Delegation Agreements with the subregions. The original version did not specify funding or indemnification sources for any of the subregions that accept delegation.

After discussion the Committee decided:

- SCAG will fund a maximum of \$20,000 to subregions accepting delegation
- SCAG will offer indemnification to subregions accepting delegation provided they comply with all the responsibilities of delegation under the agreement; \$25,000 maximum per subregion

A motion was made by Loveridge to Approve this item. The motion was Seconded by Washburn and unanimously approved by the Committee.

5.3 Compass Blueprint Demonstration Project Selection

Lynn Harris, SCAG Staff, briefed the Committee on ranking of projects and asked the Committee to approve the ranking and direct staff to seek additional funding.

A motion was made by Roberts to Approve the ranking. The motion was Seconded by Bowlen and unanimously approved by the Committee.

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6.0 INFORMATION ITEMS

6.1 Audit Committee Report

Paul Nowatka, Chair, reported the Audit Committee reviewed the Roles and Responsibilities of the Audit Committee and will make recommendations to enhance the procedures.

6.2 CFO Monthly Financial Reports for July 2006

Wayne Moore, CFO, introduced the Manager of Accounting and the Manager of Budget and Grants reported:

- The CFO Monthly Report format was changed to include a summary of the total budget performance and general fund budget;
- The external auditors will submit draft annual report at the end of October. They will also review the actuarial study on post retirement benefits and the supplemental retirement program;
- The budget process for FY 07/08 is in progress; input from subregions is due on November 13; and
- The Contracts section will focus resources on support to planning and subregions for consultant services and contracting, as well as purchasing and procurement activities

7.0 FUTURE AGENDA ITEMS

- Assemble a task force or subcommittee to review and update Best Practices.

8.0 ANNOUNCEMENTS

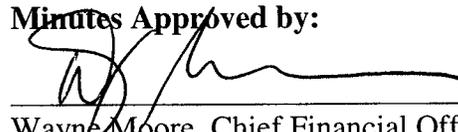
The National League of Cities is meeting December 7th. Therefore, the Administration Committee will meet on December 14th.

9.0 ADJOURNMENT

Hon. Toni Young, Chair, adjourned the meeting at 9:55am.

The next meeting will be held at the Downtown Los Angeles SCAG offices on Thursday, December 14, 2006.

Minutes Approved by:



Wayne Moore, Chief Financial Officer
Staff to the Administration Committee